ANNEXURE A

Property Description			
Street Address			
		YES	**NO**
1. BUILDING LINES			
✓	Check that all building lines are indicated.		
✓	Check that all building lines are correct.		
✓	Check that all relaxations have been approved.		
2. SCHEDULE OF AREAS			
✓	Check that a schedule of areas is provided.		
✓	Check that it is broken down into F.A.R and Coverage.		
✓	Check that F.A.R and Coverage do not exceed what is permitted.		
✓	Check that the schedule is correct i.e. correct items included in F.A.R and Coverage (i.e. carports, garages, open patios and verandas)		
3. HEIGHT			
✓	Ensure that building does not exceed the specified height/Storey requirements as per the relevant schemes		
4. USE			
✓	Check that building use is in conjunction with zoning		
✓	If in state of doubt request further information.		
✓	Land use affidavit form (original)		
5. PARKING			
✓	Ensure that parking is provided as per scheme requisition.		
✓	All parking must be onsite and accessible.		
✓	Check that a parking schedule is provided.		
✓	All parking, loading bays and maneuvering spaces to be dimensioned		
6. SERVITUDES			
✓	Check that no building is proposed over servitudes.		
✓	Also ensure that no building encroaches over the boundaries of the property.		
7. OTHER APPLICATIONS			
✓	If Special Consent/Rezoning has been approved, check that all conditions of such application have been complied with.		
8. ACCESS			
✓	Only one access/driveway permitted per dwelling.		
9. NOTORIAL TIE/CONSOLIDATION			
✓	Check if proposals are straddling common boundaries of if two or more properties are functioning as one entity site, if so ask for properties to be Notarialy tied or consolidated.		
✓	Copy of title deeds		
✓	Copy of SG Diagrams		
✓	Body Corporate/Home Owners Association/Managing agents approvals		
10. PLANS			
✓	Overlay plan indicating Floor Areas		
✓	Copy of previously approved plan to be submitted		
✓	Setting out plan from registered land surveyor for all As Built and Proposed Additions		
DATE PLAN ACCEPTED			
REASONS (IF NOT ACCEPTED)			
OFFICIAL NAME		**SIGNATURE**	